



Minutes - Health Care Coalition Task Force (HCCTF)

Conference Call

Thursday, July 26, 2018

Meeting called to order at 2:02 p.m.

Attendance: Dayle Mooney, Valerie Beynon, Jennifer Coulter, Regions 1 (Ann Hill and Katie McDevitt), 2 (Jessie Shuler, Ray Runo), 3 (Beth Payne, Randy Ming, and Leigh Wilsey), 4 (Dan Johnson and Dirk Palmer), 5 (Dave Freeman, Lynne Drawdy, and Clint Sperber), 6 (Lori Colucci, Jennifer Smith, Adam DuBois, and Scott Wiley), 7 HERC (John James), 7 Broward (Amber Desharnais, Kelly Keys), 7 Miami-Dade (Marilia VanKeeken and Natasha Strokin), 7 Keys (Ruth Kallay), John Wilgis, Lela Shepard, Joanna Colburn, Dawn Webb, Cassie Simmons, Terry Schenk, Debbie Kelley.

Meeting facilitated by Valerie Beynon and Dayle Mooney.

New Staff and Upcoming Face-to-Face HCCTF Meetings (Valerie Beynon)

- Dayle Mooney is the new manager for the Community Preparedness section. She comes to DOH from AHCA. Dayle looks forward to working with the team.
- The next face-to-face meetings of the HCCTF will be October 25, 2018 and January 17, 2019, both in Tallahassee. Agendas are forthcoming.

Amending HCCTF Guiding Principles (Dayle Mooney)

- Dayle will be spearheading amendments to the Health Care Coalition Task Force's guiding principles.
- The guiding principles have not been updated for at least four years. We will be moving back to a more formal alignment to these guidelines.
- Be on the look-out for emails and calls around this topic.

Upcoming Deadline: July 30: 2018-19 Workplan (Valerie Beynon)

- Workplans are due to your contract manager by July 30. Coalitions must upload their workplans to their individual file on the SharePoint and email it to your contract manager, Valerie, and Lela.
- Individual coalition SharePoint folders have been created for each region. Contact Valerie for questions about SharePoint.

Working Groups Update (Valerie Beynon and Dayle Mooney)

- Two working groups were created at the June 13 face-to-face meeting in Tallahassee. Results of those discussions were discussed with leadership (Dayle Mooney and Aaron Otis) and SMEs.

- Supply Chain Integrity Assessment:
 - BPR will develop guidelines with SMEs to be distributed to the coalitions.
 - Resources being discussed for development include a webinar on IRMS, a hands-on training session at our next face-to-face HCCTF meeting, a speaker to discuss the steps to developing a supply chain integrity assessment and mitigation strategy, and a list of best practices.
- Infectious Disease Plan:
 - Discussions with leadership about the questions and comments the coalitions have about this Task will take place in the near future.
 - Guidance will be provided to the coalitions upon development.

Coalition SharePoint (Valerie Beynon)

- Thanks to the coalitions who participated in the beta testing of the secure upload feature to the individual coalition file folders on the SharePoint. With the exception of three coalitions Valerie is working with individually, the remaining coalitions should have access to their individual file folders on the SharePoint. The idea is for coalitions to upload deliverables to their pertinent quarterly folder in their coalition folder onto the SharePoint, instead of via email.
- Since many of you described your attachments in the subject line when you sent them by email, you now need to describe them in their titles. Please include task numbers in the titles of the attachments or include a crosswalk document with the title of the document and the tasks they apply to when uploading to Sharepoint.

Contract Update (Joanna Colburn)

- The contract team is currently performing annual audits. Joe Dawsey and Cassie Simmons are points of contact. All coalitions should have received an email from Joe about the items they need to do the audit. If they have not, please contact your contract manager.

Florida Hospital Association (John Wilgis)

- Rolling out educational programs by September 2, 2018.
- Participating in the Northeast Florida Training Summit.
- Look forward to working with Dayle and the team.

(The call was interrupted at approximately 2:34 p.m. by technical difficulties. The meeting was adjourned and the coalition reports were provided by email.)

Updates from Coalitions

Region 1

- Submitting work plans, deliverables, and budget.
- Flood tabletop exercise was successful.
- Preparing for five active shooter exercises.
- Held first executive committee meeting.

- Training and exercise team met.
- Scheduled two surge tool exercises for this year.

Region 2

- We have been working on our joint exercise with BPR in the spring of 2019, budget and workplan.
- Important dates coming up:

August 9	NHICS training
August 22	Vulnerable Populations training
September	Quarterly coalition meeting
September 25	Vulnerable Populations exercise

Region 3

- Working on budgets and workplans for each Coalition for the new year.
- Beginning on our training calendar for the CURRENT year, to ensure it reflects our members needs for training and exercises.
- Planning for the Northeast Florida's Annual Training Summit, with keynote speakers from Emergency Management in Las Vegas and the ED Director from Sunrise Hospital. As stated John Wilgis is assisting us with that effort.
- Region 3 is working to form a working group to provide assistance in the creation with the required Operational Plan.

Region 4

- Currently finalizing next years' work plan. Our final version is out to the board of directors for their approval. Completed plan will be submitted by COB 7/30/2018
- Our board of directors recently completed the approvals of our first round of regional funding opportunities.
- We are currently in a search for a new executive director to replace the retiring Dan Simpson.

Region 5

- The Coalition is sponsoring a Human Trafficking Symposium on 7/27 (at the request of hospital partners).
- We will complete an alternate care site tabletop in the last three counties in the region next week.
- We are planning September 12 Operation Protect & Secure (an active shooter functional exercise with emergency managers that health care organizations can easily complete at their own facilities.)
- Planning for the September 20 coalition meeting (presentations on evacuation best practices, Parkland shooting).

Region 6

- Searching for Program Manager. Conducting pre-interviews
- Wrapping up 2019 Budget plans

- Completed 2018 surge tool exercise
- Scheduled 2019 surge tool exercise for May 1, 2019
- Discussing plans to create a MOU agreement with members regarding purchased equipment

Region 7 HERC

- Since we last met back in mid-June, the Coalition has been working mostly on closing out 2017-2018 fiscal year, wrapping up the contract deliverables, including the financial reports. HERC had a meeting in June where many components of the Q4 deliverables including JRA, Objectives and the Preparedness Plan were approved; the Coalition also completed the After Action Report from the Heatshield Full Scale Exercise.
- The Coalition continues to address the Opioid Epidemic as HERC's taskforce has met monthly and has participated and collaborated with numerous other community partners. The Response Plan is just about complete and we're expected to begin implementation many of its key components soon.
- The Coalition also continues its Stop the Bleed Training as over 1000 health care providers, EM personnel, DOH, Fire, Police and other community stakeholders have been trained.

Region 7 Broward

- New Board of Directors started July 2018
- Sent out training survey to begin planning our training calendar for the year
- Working on a Family Reunification Drill
- Finalized all contract deliverables for Quarter 4
- Submitted 2018-2019 work plan
- Conducting research on 400 MHz radios in our county to determine need
- Reviewing and updating our Emergency Contact Book for the county.

Region 7 Miami-Dade

- We had our exercise and training committee meeting and are looking to establish a tabletop for those organizations that did not fully benefit from the CST, like home health, renal, hospice, etc.
- We're looking forward to year two of the contract.

Region 7 Keys

- Critical Incident Stress Training was three-day training – 12 people trained in Critical incident stress management – We now have a two tier team that allows us to provide behavioral health to both first responders and general public.
- Infectious Disease PPE training for first responders – We had a good turnout of 18 people representing Police, Fire rescue, DOH, and other. Four-hour training tailored to request by hospital and fire-rescue.
- Medical Surge tool exercise – patient evacuation exercise (20% of ED patients evacuated in 90 min) evacuated from Fisherman's (in Tabletop) was successful, arranged transportation, created AAR at the same time. Notice problem with transportation, had to call in all resources, would be unable to handle any other

emergencies that happened at the same time. 31 beds evacuated. Will continue doing every year as part of Coalition deliverables.

- Year-end reports – specific deliverables (27 this year) varied from JRA and preparedness plan all the way to attending meetings, we must be able to document spending of all contractual money. We spent all but \$6.33 this year.
- KHRC was able to fund and procure two SAM units, HEPA air-scrubbing units. Chose this over cleaning wand for surfaces, due to difficulty of cleaning air in outbreaks.
- Hurricane exercise went well- WebEOC logged-in, test it out, challenge of new system. Hot wash – fixed a lot of problems with resource ordering.
- Upcoming WebEOC training, all voluntary, August 2nd, two times: 9 a.m. or 1 p.m. will forward information to sign up
- Upcoming REP training – turkey point nuclear power plant, part of county is within 10 mile radius. Exercise upcoming, answering questions of response plans, need MRC volunteers to play victims, and DOH needed. Wants to stage transport and micro-decontamination to hospital (Maybe Mariners, Baptist is interested) Will provide dates as it gets closer (expected in ~6 months)